

**STATEMENT OF EXECUTIVE DECISIONS**

Thursday, 22nd February, 2024

The decisions summarised below were taken by the Executive at the above-mentioned meeting and, subject to the call-in procedure referred to in Overview and Scrutiny Procedure Rule 16 and to Note (a) at the end of this document, shall have effect five working days after the day of the meeting. Details of any recommendations to Council are also included for completeness.

Members of the Executive

Chairman:

Councillor Julia McShane (Leader of the Council & Lead Councillor for Housing)

Vice-Chairman:

Councillor Tom Hunt (Deputy Leader of the Council & Lead Councillor for Regeneration)

Councillor Angela Goodwin, Lead Councillor for Engagement  
and Customer Services

Councillor Catherine Houston, Lead Councillor for Commercial Services

Councillor Richard Lucas, Lead Councillor for Finance and Property

Councillor Carla Morson, Lead Councillor for Community and  
Organisational Development

Councillor George Potter, Lead Councillor for Environment and Climate Change

Councillor Merel Rehorst-Smith, Lead Councillor for Regulatory  
and Democratic Services

Councillor Fiona White, Lead Councillor for Planning

\*Present

Councillors Yves de Contades, Joanne Shaw and James Walsh were also in attendance.

**Agenda  
Item  
No.**

**Officer(s)  
to action  
Item**

**1. Apologies for absence**

Apologies for absence were received from Councillor Carla Morson.

2. **Local code of conduct - disclosable pecuniary interest**

There were no declarations of interest.

3. **Minutes**

The minutes of the meeting held 25 January 2024 were confirmed as correct. The Chairman signed the minutes.

4. **LEADER'S ANNOUNCEMENTS**

**Crowdfund Guildford free workshop**

Another free Crowdfund Guildford virtual workshop would take place on Friday, 8 March. Residents could access support and funding for their ideas and projects, learn about available resources, the application process, and how to bring community initiatives to life. Residents and local groups were encouraged to attend. More information was available on the website [www.spacehive.com/movement/guildford](http://www.spacehive.com/movement/guildford).

**Pride in Surrey announcement**

The Leader was proud to announce Guildford would be the location for the 5th anniversary celebration of Pride in Surrey, set to unfold at Stoke Park on Saturday, 21 September 2024. Tickets for the event were available via the [Pride in Surrey website](#) and were offered on a 'pay what you can basis' keeping Pride accessible for as many people as possible.

**Guildford museum retains Arts Council Accreditation**

The museum had retained its Full Accreditation from Arts Council England in recognition of the work the heritage team had put into every aspect of the museum from looking after the collection of objects to meeting relevant standards for policies and procedures.

Congratulations were expressed to the team.

**Public inquiry for planning appeal at land at Guildford Cathedral**

An appeal would be determined by public inquiry. The inquiry would open on 5 March 2024 and was due to last 10 days. Times and dates were subject to change as advised by the Planning Inspector. More information was available on the council's newsroom webpage.

**5. O&S Recommendations to the Executive - Modern Slavery**

Decision:

Adrian  
Swift

The Executive formally agreed the proposed responses and the reasons for those responses as set out in the table at item 5.

Reason(s):

Modern slavery was a serious crime that violated human rights. The Council as a public body had a duty to ensure that it was not complicit in modern slavery practice by utilising contractors who were breaching the Act. Implementation of the recommendations would make the council's processes more effective in that regard.

Other options considered and rejected by the Executive:

None.

Details of any conflict of interest declared by the Leader or lead councillors and any dispensation granted:

None.

**6. Freehold Disposal of Old Manor House, East Horsley \***

Decision:

Marieke  
van der  
Reijden

The Executive authorised the Executive Head for Assets and Property to auction sale the property or negotiate terms for a disposal at best consideration on the open market via private treaty, and to enter into all relevant legal documentation required to complete the transaction of the Council owned land comprising Old Manor House in return for a capital receipt.

Reason(s):

To generate a capital receipt and remove void property costs from future revenue budgets.

Other options considered and rejected by the Executive:

1 Do nothing – the Council retains the land and property

in its current state. The Council will continue to incur revenue costs associated with owning and managing a large vacant property. The value of the site may depreciate as it continues to fall into disrepair.

- 2 Sell the long leases – the Council sells the eight flats individually on eight long leases for 125 years to persons of state pensionable age at 50% less than the market value plus a further reduction to reflect the inhabitable state of repair.
- 3 Transfer the asset to the HRA – for use within the HRA housing programme. The HRA has reviewed and assessed the property and has deemed it unsuitable for HRA accommodation. The associated costs to undertake the renovation, internal reconfiguration and energy performance upgrades do not make the property viable for the HRA and its ongoing housing programme.
- 4 Submit a planning application, develop the site and sell – Due to a lack of internal resource and the lengthy planning application process due to its Grade II Listed status, the site is not considered suitable for development by the General Fund. Furthermore, the General Fund is not in a financial position to undertake a redevelopment to put the property into a habitable state of repair for occupational use.

Details of any conflict of interest declared by the Leader or lead councillors and any dispensation granted:

None.

NOTES:

- (a) Any decision marked “#” means that the item was deemed by the Chief Executive and agreed by the Executive and Chairman of the Overview and Scrutiny Committee to be a matter of urgency for the reason indicated and, in accordance with Overview and Scrutiny Procedure Rule 16 (h), such decision takes effect immediately and is therefore *not* subject to the call-in procedure.

The call-in procedure is as follows:

- (i) the Chairman of the Overview and Scrutiny Committee; or
- (ii) a minimum of five members of the Council

may require that a decision be referred to the Overview and Scrutiny Committee for review.

- (c) Councillors wishing to exercise their right to call-in a decision taken by the Executive must give notice in writing to the Democratic Services and Elections Manager. The reason for a councillor calling-in a decision shall accompany any such request and must meet one of the following criteria:
  - (a) that there was insufficient, misleading or inaccurate information available to the decision-maker;
  - (b) that all the relevant facts had not been taken into account and/or properly assessed;
  - (c) that the decision is contrary to the budget and policy framework and is not covered by urgency provisions; or
  - (d) that the decision is not in accordance with the decision-making principles set out in the Constitution.

Such notice should be marked for the attention of John Armstrong who can be contacted by e-mail on [john.armstrong@guildford.gov.uk](mailto:john.armstrong@guildford.gov.uk)

- (d) On receipt of a call-in request, the Monitoring Officer will decide, in consultation with the chairman of the Overview and Scrutiny Committee, whether it is valid and will notify the councillors concerned accordingly.
- (e) In the case of a valid call-in, the decision shall be referred to a special Call-in meeting of the Overview and Scrutiny Committee, which shall be held within 21 days of the decision on validity referred to in paragraph (d) above.
- (f) A decision marked with an asterisk denotes that the matter is a “Key Decision” which is defined in the Council’s Constitution as an executive decision:
  - (i) which is likely to result in significant expenditure or savings (of at least £200,000) having regard to the budget for the service or function to which the decision relates; or
  - (ii) which is likely to have a significant impact on two or more wards within the Borough.